

February 11, 2015

**BOARD OF SELECTMEN  
MINUTES  
FEBRUARY 11, 2015**

Present: Mary Blanchard, Chairman  
Priscilla Gimas  
Mary Dowling  
Suzanne Kennedy, Interim Town Administrator

Craig Moran was absent due to an emergency.

The Chairman called the meeting to order at 6:30 p.m. following the Pledge of Allegiance.

**Town Administrator Candidate Interview: Daniel Keyes**

Daniel Keyes appeared before the Board. M. Blanchard asked him to provide the Board with his municipal background.

D. Keyes said that he was presently the Town Administrator for the Town of Blackstone. He reviewed his 30 years of governmental experience in municipal, county and state government.

P. Gimas asked D. Keyes why he wanted to leave his present position. D. Keyes said that Sturbridge offers an opportunity to assist in expanding its economic development. He went on to relate how a bike path had recently been completed in Blackstone, and the process that had been followed for that. He said that the Blackstone River Corridor is now part of the National Park Service.

M. Dowling asked D. Keyes how he would handle the following situation: A project is proposed for Town Meeting action, and while it has merit, the Board of Selectmen is opposed to it. D. Keyes said that the Board of Selectmen and Town Administrator should be in agreement. He said that he would all of the aspects of the project, but the Town Administrator must support the majority opinion of the Board of Selectmen.

M. Blanchard asked D. Keyes how he would describe his management style. D. Keyes said that his style would be a team approach. He meets with department heads on a daily basis to make sure that everyone knows what everyone else is doing. He noted that there is a Policy and Procedures Manual for each department.

M. Dowling said that the Town Administrator Search Committee had submitted 30 questions that they had posed to the applicants. She asked D. Keyes to describe a point in his career where everyone wanted him to do something, and he chose to go in the opposite direction; and whether he would make the same decision again. D. Keyes said that there have been times when he has been asked to do something, but he won't

compromise his principles. He does not waiver from his convictions to do the right thing.

P. Gimas said that sometimes Town employees will come up with a great idea. She asked D. Keyes how he would listen to his employees. D. Keyes gave an example of a DPW idea that had been presented to him by a foreman and a mechanic regarding a plowing and sanding truck, which had saved the town from having to buy new equipment. He stressed the importance of listening to employees, as they are the eyes and ears for what goes on in the town.

M. Blanchard asked D. Keyes what issues he sees facing Sturbridge in the next two to five years. D. Keyes said that every community in Massachusetts will be dealing with state funding cuts; finances will be key. He noted that the state is dealing with a large deficit, so the next three to five years will be lean years, having to cut budgets or supplement them with the stabilization fund, as designed by the Board of Selectmen and Town Meeting.

D. Keyes said that there will be water/sewer issues and infrastructure issues to address. Also, he would look at the Master Plan on a regular basis and make sure it is up to date. He said that there must be open dialogue between the Town Administrator and the Board of Selectmen to work together on issues.

P. Gimas asked D. Keyes how he would see his role in preparing the budget and presenting it to the Board of Selectmen. D. Keyes said that he is the main person responsible for presenting the budget to the Board of Selectmen. He would start the process right after Town Meeting and set the dates for the following fiscal year when budgets are due. He would put together a draft of the budget and give it to the Board of Selectmen; following that, public meetings with the Finance Committee and town departments. He would present the first round draft of the warrant articles. He noted that it gives the Board of Selectmen and Finance Committee enough time for a clear discussion. He said that this is a very detailed operation to be done in a professional fashion.

M. Dowling asked D. Keyes how he would inspire employees to bring out their very best work. D. Keyes said that one of the key things to look for is to make sure that people have the education and training to do the job. He said that additional incentives should be provided for training in MIIA, OSHA, Munis and Excel, and the training should be on-going. He said that the Town of Blackstone has an IT company with a turnaround of two hours. He said that they open half an hour earlier during the summer, and close at noon on Friday afternoon.

M. Blanchrd asked D. Keyes whether he had ever had a case where there was a Selectman who wanted to micromanage town employees while not going through the Town Administrator. D. Keyes said that he had had a frank discussion that the Selectman does not run day to day operations, and that person went to Town Counsel, who informed him that the Town Administrator was correct. D. Keyes had discussions

with member of the Board of Selectmen regarding operations of town government. He said that if a town employee has issues or problems with management and goes to the Board of Selectmen, who sides with him, there could be a problem between the employee and management.

P. Gimas asked D. Keyes whether he would hire additional personnel to rectify the problem of high overtime costs, as was suggested for the Fire Department. D. Keyes said that because of the way the contract is written, his Fire Chief told him that he wanted four more employees to cut overtime. He told the Fire Chief to bring it to the Board of Selectmen and the Finance Committee. He noted that it is good to have collaborative discussions about the budget. He had supported the budget with the overtime, not the additional employees.

M. Dowling asked D. Keyes that if he were appointed as Town Administrator, whether he would stay beyond four years in Sturbridge. D. Keyes said that Sturbridge would be closer to home, and there are things he would do to make it exciting for visitors to come to this town.

M. Blanchard asked D. Keyes what he looks for when he is considering hiring an employee. D. Keyes said that a desire to learn would be one thing he would look for. He said that he typically hires from within, and noted that Blackstone's Assistant Treasurer had started as a clerk. Also, the Assistant Clerk has advanced to Town Clerk. He felt that this makes for a more cohesive working environment. He said that continuing training and updating licenses works toward advancement.

M. Blanchard asked D. Keyes whether he would be missing out on a more qualified person by hiring from within. D. Keyes said that he looks inside first to see if there is an experienced person available.

M. Dowling said that Sturbridge is on the brink of a lot of interesting things. She asked D. Keyes what experience he has in successfully writing and obtaining grants. D. Keyes said that Blackstone has a Green Community Grant. They have formula grant money for the Council on Aging, mitigation funds, and a renewable energy grant for a new HVAC system. He said that the Town of Lunenburg had no water and sewer for a trailer park; through the Department of Commerce and Senator Ted Kennedy's office, a \$4.2 million grant was obtained from the federal government to install water and sewer in the trailer park. He said that one of the biggest grants he did was for a mortgage pool economic development fund.

P. Gimas asked D. Keyes to tell the Board about a failure he had and what he had learned from it. D. Keyes said that when he worked for the Town of East Hampton, he was the Finance Director. He said that when he makes a mistake, he admits it, corrects it and moves on.

M. Blanchard asked D. Keyes whether all of his job moves had been his decisions or the Boards' decisions. D. Keyes said that they had been positive decisions on his part.

He said that he is not inclined to stay in a job where he is unhappy or does not have the support of the Board. He loves what he does, and there are many challenges. He has a sign in his office: "You can't make this up." He said that he is at the end of his contract with Blackstone as of June 30th, and has been asked to stay. He has the support of four of the Selectmen.

M. Dowling noted that D. Keyes has had his own financial business for 18 years. She asked whether he had experienced any scheduling conflicts or if anything had been compromised because of it. D. Keyes said that Keyes Insurance was owned by his uncle; The Keyes Group was his own business. He said that he did it to put his children through college.

P. Gimás asked D. Keyes to give the Selectmen one reason why they should hire him. D. Keyes said that he has experience, knowledge and expertise. He has also dealt with some horrific issues.

M. Blanchard said that at the end of the meeting, the Board should decide whether to choose the Town Administrator this evening, or postpone their vote until Selectman Moran could be present at the meeting of February 17<sup>th</sup>. She said that he could watch the interviews on tape.

### **Correspondence**

M. Dowling read the correspondence list into the record. There was a letter from Steve and Peg Hall requesting the Board's approval of the BB5k event to be held on May 23, 2015 at Hyland Orchard. S. Kennedy said that Chief Ford should provide input on the safety of the event and the required number of details.

### **Town Administrator Candidate Interview: Leon Gaumond, Jr.**

Leon Gaumond, Jr. appeared before the Board. M. Blanchard asked L. Gaumond to give a short synopsis of his experience. L. Gaumond said that he is the Town Administrator in West Boylston, and lives in Ware. He is a graduate of the University of Maryland, with a Bachelor of Arts in Government and Politics; American International College, with a Master of Arts in Public Administration; and Rutgers University, with a Certificate in performance measurement and strategic planning. He began his career as a Legislative Assistant to Rep. Paul Caron in Springfield. He is an ICMA credentialed manager, and is a member of the American Society of Public Administrators.

M. Dowling asked L. Gaumond how he would handle the following situation: A project is proposed for Town Meeting action, and while it has merit, the Board of Selectmen is opposed to it. L. Gaumond said that he would answer honestly, and noted that it is fair to offer the opinion of the Town Administrator at Town Meeting, although he would never embarrass the Board of Selectmen, but if he thought alternatives had merit, he would answer honestly.

P. Gimas asked L. Gaumont why he wanted to leave his present position and come to Sturbridge. L. Gaumont said that he has an affinity for quaint New England communities, and he and his family spend a lot of time in Sturbridge, so he is quite familiar with it. It sounded like a good opportunity for him.

M. Blanchard asked L. Gaumont to explain his management style. L. Gaumont said that he would make sure that the right person is hired for the right job. He said that he is not a micromanager; he is a facilitator/coordinator who asks for reports and results.

P. Gimas said that sometimes Town employees will come up with a great idea. She asked L. Gaumont how he would listen to his employees. L. Gaumont said that he recognizes employees who come up with tremendous ideas, and do tremendous work. He maintains a positive relationship with all of his employees.

M. Dowling asked L. Gaumont to be specific when describing a point in his career when everyone wanted or didn't want him to do something, and whether he would make the same decision again. L. Gaumont said that in hiring a department head, the hiring authority may have a different view on what that department really needs. In West Boylston, he went with an opinion which was contrary to what the department was looking for, which turned out to be about 60% successful. The second time he had to make the same decision, he took a lot more feedback from the employees in that department, and went in a different direction, and he was pleased with the results.

M. Blanchard asked L. Gaumont what issues he saw facing Sturbridge in the next two to five years. L. Gaumont said that Sturbridge will be facing the race track issue, and there will be increasing development opportunities consistent with the Town of Sturbridge. He said that there might be pressure to increase the operating budget in the community, and cuts may have to be made if there is another economic downturn. He said that another issue will be post employment benefits to employees and how the Town will meet those obligations. He noted that younger people do not seem to be interested in municipal government jobs.

M. Dowling asked L. Gaumont whether anonymous commentary is allowed on his blog. L. Gaumont said that education is his core responsibility, and wants to give people the Reader's Digest version of the key issues. He writes about things that people have expressed an interest in. He released his revenue budget for FY16. Anyone who signs up for it can get it emailed to them. Sometimes it is emergency management information that is posted for the community. There is also information posted regarding scholarships that are available. He said that people rely on information from the Town, and that his blog is the "feel good" face of the Town of West Boylston. It does not give people the opportunity to post on the website.

P. Gimas asked L. Gaumont how he prepares and presents the budget to the Board of Selectmen. L. Gaumont said that he starts with revenues, and prepares capital and operational budget forms for the departments. He works with the Finance Director on

the receipts, works with the Town Accountant and Assessors on taxable properties, and works with department heads on their requests. He pulls together all of the various pieces of the budget, presents a draft budget to the Board of Selectmen and Finance Committee. Following that there would be a public presentation.

M. Blanchard asked L. Gaumont if there has ever been a situation where a Selectman has tried to micromanage Town employees instead of going through the Town Administrator. L. Gaumont said that in West Boylston there is a policy that the Board of Selectmen crafted with the Town Administrator as a joint arrangement that this type of situation should not happen. He said that a Selectman telling employees what to do would put the employees in a difficult position. He would remind the Selectman of the policy.

P. Gimas asked L. Gaumont to describe a failure that he has had and what he learned from it. L. Gaumont said that he is proud of the fact that he embraces mistakes when he makes them. He related a story about an RFP on the uses of a property. They had gotten a great deal on it, but had to pull the plug because he had gone in a different direction with it.

M. Dowling asked L. Gaumont to describe his management style, and how he would inspire employees to bring out their best work. L. Gaumont said that he has an ethical standard of treating people fairly and equitably. He said that he would always take the blame in what happens in government, and never allow an employee to be publicly ridiculed. He always gives credit to other people. He noted that knowing that the Town Administrator is willing to take the slings and share the glory contributes to great morale at Town Hall.

M. Blanchard asked L. Gaumont what he looks for when hiring employees. L. Gaumont said that in general, qualifications to do the job, experience and education must be at the core, as well as credentials and licensing. He said that people should be approachable, respectful, knowledgeable and caring individuals. He would also conduct reference checks.

M. Dowling asked L. Gaumont what experience he has in writing grants and being awarded them. L. Gaumont said that grants come up periodically and he is very choosy about them. He said that West Boylston is the recipient of a \$1 million grant for sidewalk improvements. He has had successful submissions in the environmental bond bill.

P. Gimas asked L. Gaumont to give the Board one reason why he should be hired. L. Gaumont said that he has the education, experience and acumen to handle the job. He knows the challenges that come with the position, and is prepared and ready to take them on for the Town of Sturbridge.

M. Blanchard asked L. Gaumont if he had any questions. L. Gaumont informed the Board that the Town of West Boylston is in the middle of the budget cycle, and asked

when the Board would be making a decision. M. Blanchard noted that since only three Board members were present, the Board would make a decision at the February 17<sup>th</sup> meeting. Terms of the contract would have to be negotiated. Hopefully, the new Town Administrator will be in place by the Annual Town Meeting in June.

L. Gaumond said that he has known Suzanne Kennedy for a number of years, and the Town of Sturbridge is being well served by her. He was also familiar with the other two candidates, and was honored to be considered for the job.

### **Town Administrator Candidate Interview: Nick Breault**

Nick Breault appeared before the Board, and thanked the Board for inviting him to the meeting, and thanked the Town Administrator Search Committee for advancing him as a candidate. M. Blanchard asked him to summarize his experience. N. Breault said that in 1999 he worked for Mayor Albano and Mayor Ryan in Springfield as a Mayoral Aide. His duties included building and managing relations with multiple neighborhood associations, preparing correspondence and press releases and serving as a liaison for the mayor to the media, community leaders and various state and city departments and agencies. From 2005 to the present he has been the Town Administrator in East Longmeadow.

P. Gimas asked N. Breault why he wanted to leave his present position to come to Sturbridge. N. Breault said that it has been an honor to work for that community and grow professionally, and it is important to him to look at this as an opportunity to seek new challenges, more responsibilities, and to implement a long term plan.

M. Dowling asked N. Breault whether there had been a situation presented in his career where his integrity was compromised. N. Breault said that he had never been challenged in that way. He said that people who have worked with him have measured him as someone of integrity.

M. Blanchard asked N. Breault to define his management style. N. Breault said that he is a facilitator, collaborative and democratic in his approach. He said that he is all ears when it comes to ideas from every quarter.

M. Dowling asked N. Breault how he would handle the following situation: A project is proposed for Town Meeting action, and while it has merit, the Board of Selectmen is opposed to it. N. Breault said that if the Board has taken a vote, then the matter is resolved. Once a decision has been made, he would live with it; up to that point, his opinion would be documented. Any further comment might have a negative effect and undermine the Board's decision. He noted that it would depend upon the gravity and result in his judgment.

P. Gimas said that sometimes Town employees will come up with a great idea. She asked N. Breault how he would listen to his employees. N. Breault said that he would welcome any employee's ideas and would empower the employee to pursue it. He

would be accessible to employees. He gives credit where it is due, and would do it publicly.

M. Blanchard asked N. Breault what issues he sees facing Sturbridge in the next two to five years. N. Breault noted the gateway projects; the roles of certain elected boards and setting compensation rates; making sure that finances are in good order.

P. Gimas asked N. Breault how he would prepare and present the budget to the Board of Selectmen. N. Breault said that he has authority over seven or eight budgets that he presents to the Board. He would start on year to date information, then plan what numbers should be in place for the coming year, taking into account contracts, all salaries and what they will be.

M. Dowling asked N. Breault to describe a point in his career where everyone wanted him to do something, and he wanted to go in a different direction. N. Breault said that nothing had come to mind. M. Dowling asked how he would handle it, hypothetically. N. Breault said that he shares his opinions with people and works under an authority structure of "we are making the decision and that is where we are going to go."

M. Blanchard asked N. Breault what he would do about a Selectman who tries to micromanage town employees. N. Breault said that different Boards operate differently. He said that he had been in a situation where a Selectman had gone to department heads and attempted to micromanage. The Board needs to set boundaries between Selectmen and department heads. There are liaisons to departments, who represent the Board and oversee operations of certain departments. M. Blanchard asked whether there is a procedure policy as far as what liaisons do and don't do. N. Breault said that to date, the Board in East Longmeadow has not accepted any policy to that effect.

M. Dowling asked N. Breault how he inspires employees to do their best work. N. Breault said that it is important to identify those employees who want to advance and do more for the organization. He noted that their ideas count and matter. He would offer training so that they are more well rounded in what they are doing.

P. Gimas asked N. Breault to tell the Board about one failure he has had and what he had learned from it. N. Breault said that East Longmeadow is an organization (including the schools) that does not have an established Human Resources Department. A Human Resources Consultant had been with them for three years, and the Board was looking at the establishment of a Human Resources Department. The Board member who had planned to make that presentation at Town Meeting was absent, and N. Breault did not have a formal presentation ready at that time, although he did speak and answer questions. In the end the vote went down, and the Human Resources Consultant was lost. He should have presented a plan to implement a Human Resources Department, made a presentation and solicited support for it.

M. Blanchard asked N. Breault what he looks for when hiring an employee. N. Breault said that the person must be well qualified, with the proper education and experience.

He would make sure that the person is someone who will fit the role and be able to communicate with the public. He would look for enthusiasm, motivation and a stable work history.

P. Gimas asked N. Breault to give the Board one reason why he should be hired. N. Breault said that he is motivated to advance his career, and is poised and ready to work in a strong Town Administrator role.

M. Dowling asked N Breault what experience he has in writing grants and being awarded them. N. Breault said that he had applied for a CDBG block grant in the amount of \$800,000 to be used for improving homes for some residents in town, for a no interest loan. The Town received in excess of \$400,000 from DHCD for the Senior Center renovation project.

M. Blanchard asked N. Breault if he had any questions. N. Breault asked the Board if there were any questions or clarifications that they needed from him.

M. Blanchard said that Selectman Craig Moran had expressed his regrets on not being present. She said that hopefully the Board will move quickly, although it will not make a decision this evening. The Board will continue the process on Tuesday, February 17<sup>th</sup>. Selectman Moran could review the tape of the interviews.

N. Breault thanked the Board for interviewing him, and wished them good success in their decision making.

**Request to Fill Community Resource/Outreach Coordinator Vacancy: Council on Aging COA**

S. Kennedy informed the Board that the Council on Aging (COA) Director Mellissa Beauchemin had completed the recruitment process and recommended the appointment of Ms. Leslie Wong to fill this position following the January 31, 2015 retirement of Barbara Kalber. Ms. Wong, currently the Administrative Assistant to the Building Department, was selected to fill this position in knowing that she possesses excellent customer service and organizational skills. Ms. Wong also has experience working as a volunteer with Overlook located in Charlton. A copy of her resume was submitted to the Board.

**MOTION: That the Board approve the appointment of Leslie Wong to fill the position of Community Resource/Outreach Coordinator for the Council on Aging (COA) as recommended by Melissa Beauchemin for twenty hours per week at \$18.47/hour, by M. Dowling.**

**2<sup>nd</sup>: P. Gimas**

**Vote: Three in favor; C. Moran was absent.**

**Public Service Announcements**

M. Blanchard announced that anyone needing tax assistance for real estate must be 65 years or older to apply, with a state recognized disability. The deadline to file is February 15, 2015.

**Agenda Item #9: Interim Town Administrator's Contract**

Suzanne Kennedy's contract expires February 18, 2015 and, while the appointment of a permanent Town Administrator is imminent, the date of hire is unknown, and continuing work effort on behalf of the Board will be needed until a permanent Town Administrator is in place. Accordingly, it has been recommended that the contract be extended for a period not to exceed three (3) months.

M. Blanchard said that Town Counsel had provided an opinion. The Charter does not mandate that it only be those two terms; it is written so that the Town is not constantly hiring an Interim Town Administrator.

**MOTION:** That the Board approve the Interim Town Administrator contract for the period covering February 19, 2015 – May 18, 2015, by P. Gimas.

**2<sup>nd</sup>:** M. Dowling

**Vote:** Three in favor; C. Moran was absent.

**Snow and Ice Deficit**

**MOTION:** That the Board authorize incurring liability and making expenditures in excess of the available fiscal year 2015 appropriation for snow and ice removal as provided for in MGL Chapter 44, Section 31D, by P. Gimas.

**2<sup>nd</sup>:** M. Dowling

**Vote:** Three in favor; C. Moran was absent.

**Appointment to Betterment Committee**

**MOTION:** That the Board appoint Mary Blanchard to the vacancy on the Betterment Committee, by P. Gimas.

**2<sup>nd</sup>:** M. Dowling

**Vote:** Three in favor; C. Moran was absent.

**Appointment to Capital Planning Committee**

**MOTION:** That the Board appoint Fire Chief David Zinther to fill the vacancy on the Capital Planning Committee, by M. Dowling.

**2<sup>nd</sup>:** P. Gimas

**Vote:** Three in favor; C. Moran was absent.

**STM Declaration of Recess and Continuance Need to designate Public Safety Official to submit report to the Attorney General.**

**MOTION:** That the Board permanently designate the Sturbridge Emergency Management Director, a local public safety official, to submit a report to the Attorney General that sets forth the reasons why the declaration was made to recess and continue the January 26, 2015 and February 9, 2015 Special Town Meetings, and further, that said report shall stipulate the reasons why the report covering the postponed January 26, 2015 was not submitted to the Attorney General within ten (10) days of the declaration, by M. Dowling.

**2<sup>nd</sup>:** P. Gimas

**Vote:** Three in favor; C. Moran was absent.

#### **Joint Meeting with BOS/ZBA to fill a Vacancy**

**MOTION:** That pursuant to MGL Ch. 41, §11 that the Board schedule a joint meeting of the Board of Selectmen and Zoning Board of Appeals on February 17, 2015 to appoint a member to fill the vacancy due to the resignation of Thomas Creeden, by M. Dowling.

**2<sup>nd</sup>:** P. Gimas

**Vote:** Three in favor; C. Moran was absent.

#### **Public Hearing: Logging Permit 7 Ladd Road**

M. Dowling read the legal ad into the record. Craig Masterman, of Yankee Woodlands appeared before the Board. He submitted an application for a logging permit on behalf of David and Patricia Barnicle for approximately twenty- five (25) acres of land located at 7 Ladd Road, in the vicinity of the south side of Ladd Road and east of Rte. 49 (DCR approved cutting plan File no.287 7219-15). All filings have been submitted:

- Forest Cutting Plan
- Sketch Plan of Site with location of trees
- Abutters List

The Conservation Commission has reviewed the plan and deemed that the timber harvest, as currently proposed for the plan, will not have an impact on the wetland resource areas and recommends approval of the cutting plan.

DPW Director Greg Morse has also reviewed the proposed cutting plan and recommends a \$5,000 road maintenance bond be submitted by the logger before the commencement of work.

S. Kennedy submitted to the Board an excerpt from the DCR website entitled "Forest Cutting Practices Act." Please review the highlighted section, "The purpose of the notice of intent to abutters is to provide an opportunity for landowners to determine if boundary lines have been accurately marked; it is not an opportunity for comment on the operation itself."

Craig Masterman informed the Board that the logging activity will be postponed until the fall, and he will file for a separate public hearing on the matter at that time.

M. Dowling suggested that the following recommended motion be saved.

***Recommended Action: That the Board approve the logging permit for Yankee Woodlands on behalf of David and Patricia Barnicle for twenty – five acres (25) of land on 7 Ladd Road in accordance with the submitted Forest Cutting Plan ,and further, logging operations are to be limited to Monday through Friday, 7:00 a.m. to dusk, and Saturdays from 8:00 a.m. until Noon and no Sunday or holiday hours, subject to prior trucking route coordination with the Town’s school bus coordinator and posting of a \$5,000 road maintenance bond prior to the commencement of work as approved by the Director of Public Works.***

### **Governor’s Cuts**

S. Kennedy provided the Board with the proposed 9C cuts that the Governor has presented. She has asked the staff to review them. She expressed concern about how these cuts will affect the cherry sheet and future budget. She said that she will make some inquiries.

### **Next Meeting of the Board of Selectmen**

M. Blanchard said that she and S. Kennedy had discussed the agenda for the next meeting on February 17<sup>th</sup>. They decided to remove the department head reports and move up the Change of Manager request for Old Sturbridge Village to before 7:00 p.m.

P. Gimas suggested that an extensive background check be conducted on the Town Administrator candidates by a company skilled in that. M. Blanchard explained that the Town does not have funds for that. She expressed faith in the abilities of the Town Administrator Search Committee as well as input from other people.

S. Kennedy suggested that a credit check be done on the Town Administrator candidates. She said that she would check with Town Counsel regarding firms to do that research.

**MOTION: To continue the Town Administrator interview process to 8:25 p.m. on February 17, 2015, by M. Dowling.**

**2<sup>nd</sup>: P. Gimas**

**Vote: Three in favor; C. Moran was absent.**

### **Old Business**

S. Kennedy suggested March 7, 2015 for the Budget Meeting with the Finance Committee and Board of Selectmen, to start at 8:30 a.m.

February 11, 2015

**New Business**

P. Gimas asked who was monitoring the situation regarding air pollution and hazardous waste at OFS. M. Blanchard said that DEP was monitoring it.

P. Gimas suggested doing away with the extra Citizens Forum.

**MOTION: To adjourn, by M. Dowling.**

**2<sup>nd</sup>: P. Gimas**

**Vote: Three in favor; C. Moran was absent.**

The meeting was adjourned at 10:12 p.m.

Respectfully submitted,

Judy Knowles

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BOS Clerk

Date